



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

July 15, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: JESSE OWENS PARK  
AMERICANS WITH DISABILITIES ACT RESTROOMS  
CATEGORICAL EXEMPTION - ADOPT, ADVERTISE, AND AWARD  
CITY OF LOS ANGELES  
SPECS. 6924; C.P. 69631  
(SECOND DISTRICT) (3 VOTES)**

**SUBJECT**

The purpose of the recommended actions is to authorize competitive bidding for construction of two restroom buildings, including ADA path of travel at Jesse Owens Park.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find the project categorically exempt under the California Environmental Quality Act.
2. Establish Capital Project No. 69631 for the Jesse Owens Americans with Disabilities Act Restrooms project for construction.
3. Adopt plans and specifications for construction of two restroom buildings at Jesse Owens Park at an estimated construction contract cost of \$1,228,000, and instruct the Executive Officer to advertise for bids to be received and opened on September 2, 2008, in accordance with the Instruction Sheet for Publishing Legal Advertisements.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only***

4. Authorize the Acting Director of the Department of Public Works (Public Works) to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$7,000 not-to-exceed fee funded by existing project funds and to establish the effective date following determination by the Acting Director of Public Works of the Lowest Responsive and Responsible Bidder.
5. Delegate to the Acting Director of Public Works the authority to determine, in accordance with the applicable contract and bid specifications, whether the apparent low bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award, including the criteria adopted by your Board for contract award. Authorize the Acting Director of Public Works to award and execute the construction contract, in the form previously approved by County Counsel, to the apparent Lowest Responsive and Responsible Bidder and establish the effective date of the contract upon receipt by the Acting Director of Public Works of acceptable Performance and Payment Bonds and evidence of required contractor insurance.
6. Approve the appropriation adjustment transferring \$1,847,000 from the Various Second District ADA Restrooms Project (Capital Project No. 86885) to the Jesse Owens Americans with Disabilities Act Restrooms project (Capital Project No. 69631) (Attachment C).
7. Approve the \$1,847,000 project budget funded by Capital Project No. 69631 Jessie Owens Park Americans with Disabilities Act Restroom project, and authorize the Acting Director of Public Works to carry out the project.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will ensure compliance with the California Environmental Quality Act (CEQA) process and authorize the Acting Director of Public Works to initiate development of the proposed project.

Jesse Owens Park is a 20-acre community regional park located at 9651 South Western Avenue, Los Angeles, California. The restrooms show significant signs of aging and deterioration. In addition, these restrooms have exceeded their useful life and cannot be repaired. Additionally, these facilities are not Americans with Disabilities Act (ADA) accessible. The proposed project consists of replacing two existing restrooms with two new restroom buildings.

Approval of the recommended actions will also authorize competitive bidding for construction of two restroom buildings, including ADA path of travel.

Following completion of the construction documents and jurisdictional approvals, we plan to use Board-approved Job Order Contracts to demolish the existing restrooms.

In order to expedite construction of the project, it is further recommended that your Board authorize the Acting Director of Public Works to award and execute a construction contract to the apparent Lowest Responsive and Responsible Bidder (as defined in the Facts and Provisions/Legal Requirements Section of this letter), if the low bid is within the estimate of new construction costs (\$1,228,000) and contingent on that bidder completing a baseline schedule that conforms to the County's specifications. If there are no bids that are within the estimate of new construction costs, we will return to your Board to reject all bids and recommend additional actions for your approval.

Approval of the recommended actions will also authorize the execution of a consultant agreement with the apparent Lowest Responsive and Responsible Bidder (as defined in the Facts and Provisions/Legal Requirements Section of this letter) to prepare a baseline construction schedule that conforms to the County's schedule specifications. Preparation of a baseline schedule is critical to successfully manage construction activities by the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, we may return to your Board to recommend that the bidder be determined nonresponsive and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

### **Green Building/Sustainable Design**

The project will support your Board's Sustainable Design Program by using water efficient plumbing fixtures, energy efficient light fixtures with light sensor controls, and photocell for outdoor lighting. There will be savings due to reduction in electricity and water usage as a result of the sustainable elements included in the design.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs that we provide Organizational Effectiveness (Goal 3) and Fiscal Responsibility (Goal 4) by improving operations, effectively managing our resources, and investing in public infrastructure.

### **FISCAL IMPACT/FINANCING**

The Department of Public Works' (Public Works) fair construction cost estimate for the base construction contract is \$1,228,000, without contingency. In no event will a contract be awarded over this amount without returning to your Board for approval.

The attached appropriation adjustment will transfer \$1,847,000 from the Various Second District ADA Restrooms Project (C.P. 86885) to the Jesse Owens Americans with Disabilities Act Restrooms project (C.P. 69631). The project is funded from \$1,847,000 in Second District Capital Project net County cost. The total project cost, including plans and specifications, plan check, construction, equipment, consultant, Civic Art allocation, and County services, is \$1,847,000. The Project Schedule and Budget Summary are included in Attachment A.

### **Operational Financing**

Based on the project description, the Department of Parks and Recreation does not anticipate any one-time and/or ongoing costs resulting from the recommended actions.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Applicable law, including the State Public Contract Code, requires the County to award construction contracts to the Lowest Responsive and Responsible Bidder, which refers to the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a "responsible" bidder by exhibiting the capability, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

As required by your Board, the project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

#### **ENVIRONMENTAL DOCUMENTATION**

The proposed project has been reviewed and determined to be categorically exempt from CEQA according to State CEQA Guidelines, Section 15302, Replacement or Reconstruction, Class 2 (c), and the County of Los Angeles Environmental Procedures and Guidelines, Appendix G, Class 2 (e), adopted by your Board on November 17, 1987. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk. This project is categorically exempt under the guidelines because it involves the replacement and/or reconstruction of existing facilities involving negligible or no expansion of capacity.

#### **CONTRACTING PROCESS**

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B).

The contract requires the consultant to pay its employees applicable prevailing wages in accordance with the California Labor Code.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website.

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of the recommended services.

The Honorable Board of Supervisors  
July 15, 2008  
Page 6

**CONCLUSION**

Please return one adopted, stamped copy of this letter to the Chief Executive Office, Capital Projects Division, one to the Arts Commission, and one to the Department of Public Works, Project Management Division II.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a stylized flourish at the end.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTJ:DDE:DL  
JSE:DJT:CY:zu

**Attachments**

- c: County Counsel
- Arts Commission
- Department of Parks and Recreation
- Department of Public Social Services (GAIN/GROW Program)
- Department of Public Works
- Office of Affirmative Action Compliance

July 15, 2008

**ATTACHMENT A**

**DEPARTMENT OF PUBLIC WORKS: JESSE OWENS PARK  
AMERICANS WITH DISABILITIES ACT RESTROOMS  
CATEGORICAL EXEMPTION - ADOPT, ADVERTISE, AND AWARD  
CITY OF LOS ANGELES  
SPECS. 6924; C.P. 69631  
(SECOND DISTRICT) (3 VOTES)**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Project Program	
Construction Documents	04/28/08*
Jurisdictional Approvals	07/21/08
Bid and Award	09/02/08
Construction	
Start Construction	10/16/08
Substantial Completion	02/26/09
Acceptance	08/12/09

\*Indicates completed activity.

## II. PROJECT BUDGET SUMMARY

Project Budget	
Fixed Assets –Land	N/A
Buildings & Improvements	
Low Bid Construction Contract	\$1,228,000
JOC Contract	\$ 66,500
Change Orders	\$ 155,500
Departmental Crafts	\$ 0
Youth Employment	\$ 0
ISD Labor	\$ 0
Construction Consultants	\$ 0
Misc. Expense	\$ 0
Telecomm Equip - Affixed to Building	\$ 0
Civic Arts	\$ 14,000
Subtotal	\$1,464,000
Buildings & Improvements – Development	\$ 0
Buildings & Improvements - Plans & Specifications	\$ 147,000
Buildings & Improvements - Consultant Services	
Site Planning	\$ 0
Hazardous Materials	\$ 5,600
Geotech/Soils Test	\$ 8,500
Material Testing	\$ 3,900
Cost Estimating	\$ 0
Topographic Surveys	\$ 0
Construction Management	\$ 0
Construction Administration	\$ 0
Environmental	\$ 0
Move Management	\$ 0
Equipment Planning	\$ 0
Legal	\$ 0
Contract/Change Order	\$ 0
Other	\$ 0
Soil Report	\$ 0
Soil Testing	\$ 0
Subtotal	\$ 18,000



Miscellaneous Expenditures	\$	0
Jurisdictional Review/Plan Check/Permit	\$	12,000
County Services		
Code Compliance Inspection	\$	45,000
Quality Control Inspection	\$	0
Design Review	\$	0
Contract Administration	\$	2,500
Project Management	\$	146,500
Project Management Support Services	\$	0
ISD Job Order Contract Management	\$	0
DPW Job Order Contract Management	\$	0
ISD ITS Communications	\$	0
Project Security	\$	0
Project Technical Support	\$	7,500
Office of Affirmative Action	\$	4,500
County Counsel	\$	0
Other	\$	0
Sheriff Job Order Contract Management	\$	0
Design Services	\$	0
Subtotal	\$	206,000
<b>Total</b>	<b>\$</b>	<b>\$1,847,000</b>

July 15, 2008

**ATTACHMENT B**

**DEPARTMENT OF PUBLIC WORKS: JESSE OWENS PARK  
AMERICANS WITH DISABILITIES ACT RESTROOMS  
CATEGORICAL EXEMPTION - ADOPT, ADVERTISE, AND AWARD  
CITY OF LOS ANGELES  
SPECS. 6924; C.P. 69631  
(SECOND DISTRICT) (3 VOTES)**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE  
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing, materials, labor, and equipment required to complete construction for the following work:

<b><u>SD</u></b>	<b><u>SPECS</u></b>	<b><u>PROJECT</u></b>	<b><u>BID DOC.</u> <u>FEE</u></b>	<b><u>DATE OF BID</u> <u>OPENING</u></b>
2	6924	Americans with Disabilities Act Restrooms Jesse Owens Park 9651 S. Western Avenue Los Angeles, CA 90847	\$30	09/02/08

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11 a.m. on this date in Architectural Engineering Division Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

### **PREBID CONFERENCE**

The Public Works' Project Management Team will hold a prebid conference at 10 a.m. on August 12, 2008, at the project job site to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ivonne Pena with Public Works' Architectural Engineering Division at (626) 458-2585.

### **OTHER INSTRUCTIONS**

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,  
dated July 29, 2008.

Specs. 6924

SACHI A. HAMAI, EXECUTIVE OFFICER  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES

## COUNTY OF LOS ANGELES

## REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.  
No.

DEPARTMENT OF Chief Executive Office

JULY 15 2008

## AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2008-09

3 - VOTES

SOURCES

## CAPITAL PROJECTS/REFURBISHMENTS

Parks and Recreation

Various 2<sup>nd</sup> District ADA Restrooms (2)

A01-CP-6014-65043-86885

Fixed Assets-Building and Improvements

DECREASE APPROPRIATION \$1,847,000

USES

## CAPITAL PROJECTS/REFURBISHMENTS

Parks and Recreation

Jesse Owens New Restroom (2)

A01-CP-6014-65043-69631 (New)

Fixed Assets-Building and Improvements

INCREASE APPROPRIATION \$1,847,000

JUSTIFICATION

To transfer appropriation from the Various 2<sup>nd</sup> District ADA Restrooms project to fund the Jesse Owens New Restroom Project.

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

*Jan Takata*  
Jan Takata, CEO-Capital Projects

## CHIEF EXECUTIVE OFFICER'S REPORT

32 JUL 15 2008

*Sachi A. Hama*  
SACHI A. HAMA  
EXECUTIVE OFFICER

REFERRED TO THE CHIEF  
EXECUTIVE OFFICER FOR -

ACTION

✓  
RECOMMENDATION

APPROVED AS REQUESTED ✓

AS REVISED

*July 2*  
20 08

20 08

*John J. Edmiston*  
CHIEF EXECUTIVE OFFICER

AUDITOR-CONTROLLER

BY *Karen Shibuya*

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

20

NO. 004

*July 1*  
20 08

BY

DEPUTY COUNTY CLERK

32 JULY 15, 2008

SEND 6 COPIES TO THE AUDITOR-CONTROLLER